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|---|--|---|--|--|--|---|--|
| AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT | | | | 1. CONTRACT ID CODE <div style="text-align: center;">J</div> | | PAGE OF PAGES <div style="text-align: center;">1 5</div> | |
| 2. AMENDMENT/MODIFICATION NO. P00004 | | 3. EFFECTIVE DATE 15-Oct-2015 | | 4. REQUISITION/PURCHASE REQ. NO. | | 5. PROJECT NO.(If applicable) | |
| 6. ISSUED BY US NAVY SPAWARSSYSCEN ATLANTIC CHARLESTON PO BOX 190022 2.0 CONTRACTS 843-218-5620 ADAM.CHRISTOPHER1@NAVY.MIL NORTH CHARLESTON SC 29419-9022 | | CODE N65236 | | 7. ADMINISTERED BY (If other than item 6) US NAVY SPAWARSSYSCEN ATLANTIC CHARLESTON PO BOX 190022 2.0 CONTRACTS 843-218-6110 KAYLA.GARCIA@NAVY.MIL NORTH CHARLESTON SC 29419-9022 | | CODE N65236 | |
| 8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code) READINESS MANAGEMENT SUPPORT, LLC GOVERNMENT REPRESENTATIVE 1022 W 23RD STREET SUITE 400 PANAMA CITY FL 32405 | | | | 9A. AMENDMENT OF SOLICITATION NO. | | | |
| | | | | 9B. DATED (SEE ITEM 11) | | | |
| | | | | X 10A. MOD. OF CONTRACT/ORDER NO. N65236-14-D-4985 | | | |
| | | | | X 10B. DATED (SEE ITEM 13) 23-Apr-2014 | | | |
| CODE 08PT5 | | FACILITY CODE | | | | | |
| 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS | | | | | | | |
| <input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified. | | | | | | | |
| 12. ACCOUNTING AND APPROPRIATION DATA (If required) | | | | | | | |
| 13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14. | | | | | | | |
| A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A. | | | | | | | |
| B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B). | | | | | | | |
| X C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: Mutual agreement of both parties. | | | | | | | |
| D. OTHER (Specify type of modification and authority) | | | | | | | |
| E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office. | | | | | | | |
| 14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) Modification Control Number: christad1674 The purpose of this modification is to transfer contract administration (Procuring Contracting Officer (PCO), Administrative Contracting Officer (ACO), and Ordering Officer) to Acquisition Management and Integration Center (AMIC) for administration of the base contract and administration of task orders. Should RMS be awarded task order(s) for Service Area 1 and/or Service Area 2, SPAWAR Atlantic will retain administration authority up to 60 days after award and/or resolve any issues related to the award of the task order(s) prior to transfer. | | | | | | | |
| Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect. | | | | | | | |
| 15A. NAME AND TITLE OF SIGNER (Type or print) | | | | 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) ADAM W. CHRISTOPHER / CONTRACT SPECIALIST TEL: 843-218-5620 EMAIL: adam.christopher1@navy.mil | | | |
| 15B. CONTRACTOR/OFFEROR <div style="border-top: 1px solid black; width: 100%; text-align: center;">(Signature of person authorized to sign)</div> | | 15C. DATE SIGNED | | 16B. UNITED STATES OF AMERICA BY <div style="border: 1px solid black; padding: 2px; display: inline-block;">(b)(6)</div> (Signature of Contracting Officer) | | 16C. DATE SIGNED 16-Oct-2015 | |

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION G - CONTRACT ADMINISTRATION DATA

The following have been modified:

252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (JUN 2012)

(a) Definitions. As used in this clause--

Department of Defense Activity Address Code (DoDAAC) is a six position code that uniquely identifies a unit, activity, or organization.

Document type means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

Local processing office (LPO) is the office responsible for payment certification when payment certification is done external to the entitlement system.

(b) Electronic invoicing. The WAWF system is the method to electronically process vendor payment requests and receiving reports, as authorized by DFARS 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(c) WAWF access. To access WAWF, the Contractor shall--

(1) Have a designated electronic business point of contact in the Central Contractor Registration at <https://www.acquisition.gov>; and

(2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this Web site.

(d) WAWF training. The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the "Web Based Training" link on the WAWF home page at <https://wawf.eb.mil/>.

(e) WAWF methods of document submission. Document submissions may be via Web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) WAWF payment instructions. The Contractor must use the following information when submitting payment requests and receiving reports in WAWF for this contract/order:

(1) Document type. The Contractor shall use the following document type(s).

Cost Type Orders - Cost Voucher

Fixed Price Orders - 2-N-1 (Services Only)

Note: If a "Combo" document type is identified but not supportable by the Contractor's business systems, an "Invoice" (stand-alone) and "Receiving Report" (stand-alone) document type may be used instead.

(2) Inspection/acceptance location. The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.

FA4890

(3) Document routing. The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

Routing Data Table

| <i>Field Name in WAWF</i> | <i>Data to be entered in WAWF</i> | |
|---------------------------|-----------------------------------|--------------------|
| | Cost Type Orders | Fixed Price Orders |
| Pay Official DoDAAC | HQ0337 | HQ0337 |
| Issue By DoDAAC | FA4890 | FA4890 |
| Admin DoDAAC | FA4890 | FA4890 |
| Inspect By DoDAAC | F2QF04 | F2QF04 |
| Ship To Code | * | * |
| Ship From Code | Not Applicable | Not Applicable |
| Mark For Code | * | * |
| Service Approver (DoDAAC) | F2QF04 | F2QF04 |
| Service Acceptor (DoDAAC) | F2QF04 | F2QF04 |
| Accept at Other DoDAAC | Not Applicable | Not Applicable |
| LPO DoDAAC | * | * |
| DCAA Auditor DoDAAC | HAA107 | HAA107 |
| Other DoDAAC(s) | Not Applicable | Not Applicable |

(4) Payment request and supporting documentation. The Contractor shall ensure a payment request includes appropriate contract line item and subline item descriptions of the work performed or supplies delivered, unit price/cost per unit, fee (if applicable), and all relevant back-up documentation, as defined in DFARS Appendix F, (e.g. timesheets) in support of each payment request.

(5) WAWF email notifications. The Contractor shall enter the email address identified below in the “Send Additional Email Notifications” field of WAWF once a document is submitted in the system.

*

(g) WAWF point of contact.

(1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contact.

Contact the Contracting Officer with questions.

(2) For technical WAWF help, contact the WAWF helpdesk at 866-618-5988.

***As specified in individual task order**

(End of clause)

SECTION H - SPECIAL CONTRACT REQUIREMENTS

The following have been modified:

5252.243-9600 AUTHORIZED CHANGES ONLY BY THE CONTRACTING OFFICER (JAN 1992)

(a) Except as specified in paragraph (b) below, no order, statement, or conduct of Government personnel who visit the Contractor's facilities or in any other manner communicates with Contractor personnel during the performance of this contract shall constitute a change under the Changes clause of this contract.

(b) The Contractor shall not comply with any order, direction or request of Government personnel unless it is issued in writing and signed by the Contracting Officer, or is pursuant to specific authority otherwise included as a part of this contract.

(c) The Contracting Officer is the only person authorized to approve changes in any of the requirements of this contract and notwithstanding provisions contained elsewhere in this contract, the said authority remains solely the Contracting Officer's. In the event the contractor effects any change at the direction of any person other than the Contracting Officer, the change will be considered to have been made without authority and no adjustment will be made in the contract price to cover any increase in charges incurred as a result thereof. The address and telephone number of the Contracting Officer is:

Contracting Officer
ACC AMIC/PKCC
Langley AFB, VA
Telephone (757) 225-7698

(End of clause)

SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

The following have been added by full text:

DISTRO1

Distribution Table

| | |
|--|--|
| Contractor: Readiness Management Support, LC 1022 West 23 rd Street, Suite 400 Panama City, FL 32405-4104 <div data-bbox="180 1598 505 1709" style="background-color: #cccccc; padding: 5px; margin-top: 10px;">(b)(4), (b)(6)</div> | DCAA HAA107 DFAS HQ0337 All electronically distributed. |
| Contractor Local Address: | SPAWARSYSCEN Codes: |

| | |
|--|--|
| | Contracting Officer: Kyle Lancour / kyle.lancour@us.af.mil : Program Manager: Stephen Smith / stephen.smith93@us.af.mil |
| | |

(End of Summary of Changes)